

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Emergency Services	(2) MEETING DATE 3/22/2016	(3) CONTACT/PHONE Ron Alsop, 781-5011	
(4) SUBJECT Request to approve acceptance of Federal Fiscal Year 2015 Homeland Security Grant Program funds in the amount of \$352,388; authorize related budget adjustments; amend the Fixed Asset List for FC 136 - Sheriff's Office and for FC 140 - County Fire. All districts.			
(5) RECOMMENDED ACTION It is recommended that the Board: <ol style="list-style-type: none"> <li>1. Approve the Office of Emergency Services' request to accept Federal Fiscal Year 2015 Homeland Security Grant Program funds in the amount of \$352,388;</li> <li>2. Authorize a budget adjustment in the amount of \$262,161 from U.S. Department of Homeland Security (DHS) federal grant funds to Fund Center (FC) 140 to Clothing and Personal, Professional and Special Services, Significant Value Expense and Capital Outlay accounts for County Fire uses noted below (shown as Grant Reference Projects A, B, C and E) by 4/5 vote;</li> <li>3. Authorize a budget adjustment in the amount of \$12,000 from DHS federal grant funds to FC 16004 Professional and Special Services account for Public Health use as noted below (shown as Grant Reference Project D) by 4/5 vote;</li> <li>4. Authorize a budget adjustment in the amount of \$60,608 from DHS federal grant funds to FC 13607 Capital Outlay for Sheriff's Office use as noted below (shown as Grant Reference Project F) by a 4/5 vote;</li> <li>5. Authorize a budget adjustment in the amount of \$17,619 from DHS federal grant funds to FC 138 Special Department Expense for County OES use offset costs of administrating the grant by a 4/5 vote;</li> <li>6. Amend the Fixed Asset List of FC 13607 Sheriff's Office to add eight all band radios with accessories;</li> <li>7. Amend the Fixed Asset List of FC 140 County Fire to add fourteen all band radios with accessories.</li> </ol>			
(6) FUNDING SOURCE(S) Federal grant	(7) CURRENT YEAR FINANCIAL IMPACT \$352,388.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? No
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____ ) <input type="checkbox"/> Board Business (Time Est. ____ )			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR)  N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1516098; 1516093; 1516088; 1516090 <input checked="" type="checkbox"/> 4/5 Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A    Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW <i>Nikki J. Schmidt</i>			
(18) SUPERVISOR DISTRICT(S) All Districts			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Emergency Services / Ron Alsop  
781-5011

DATE: 3/22/2016

SUBJECT: Request to approve acceptance of Federal Fiscal Year 2015 Homeland Security Grant Program funds in the amount of \$352,388; authorize related budget adjustments; amend the fixed asset list for FC 13607 Sheriff's Office and for FC 140 County Fire. All districts.

## **RECOMMENDATION**

It is recommended that the Board:

1. Approve the Office of Emergency Services' request to accept Federal Fiscal Year 2015 Homeland Security Grant Program funds in the amount of \$352,388;
2. Authorize a budget adjustment in the amount of \$262,161 from U.S. Department of Homeland Security (DHS) federal grant funds to Fund Center (FC) 140 to Clothing and Personal, Professional and Special Services, Significant Value Expense and Capital Outlay accounts for County Fire uses noted below (shown as Grant Reference Projects A, B, C and E) by 4/5 vote;
3. Authorize a budget adjustment in the amount of \$12,000 from DHS federal grant funds to FC 16004 Professional and Special Services account for Public Health use as noted below (shown as Grant Reference Project D) by 4/5 vote;
4. Authorize a budget adjustment in the amount of \$60,608 from DHS federal grant funds to FC 13607 Capital Outlay for Sheriff's Office use as noted below (shown as Grant Reference Project F) by a 4/5 vote;
5. Authorize a budget adjustment in the amount of \$17,619 from DHS federal grant funds to FC 138 Special Department Expense for County OES use offset costs of administrating the grant by a 4/5 vote;
6. Amend the Fixed Asset List of FC 13607 Sheriff's Office to add eight all band radios with accessories;
7. Amend the Fixed Asset List of FC 140 County Fire to add fourteen all band radios with accessories.

## **DISCUSSION**

Through the Governor's Office of Emergency Services (Cal OES) DHS is providing grant funds for efforts such as planning for homeland security and other emergency operations, purchasing of specialized equipment in order to enhance the capability of local agencies with responding to emergencies, costs related to certain training courses and grant management and administration costs.

Your Board approved OES' request to apply for this grant on December 15, 2015 (Item 6).

This request is for your Board to give approval to the Office of Emergency Services (OES) to accept the Federal Fiscal

Year (FFY) 2015 Homeland Security Grant Program (HSGP) and authorize related budget adjustments.

Through pre-determined grant award formulas developed by Cal OES, the San Luis Obispo County Operational Area is eligible to receive up to \$352,388 in FFY 2015 Homeland Security Grant Program (HSGP) funds. In terms of emergency management, the State of California defines an Operational Area as being comprised of all local governments within the geographical boundary of a county. Since County OES is the Operational Area Coordinator for general emergency management these grants are routed through our office and in turn passed through to the appropriate County departments.

Determining the most efficient use of the grant funds involved representatives from various agencies working together to recommend projects to be funded (see "Other Agency Involvement" on a following page.) These recommendations are then prioritized by the below described "Homeland Security Grant Approval Authority."

Pursuant to Cal OES requirements regarding receipt of HSGP funds, a recipient agency must establish a Homeland Security Grant Approval Authority. In our county this Authority consists of the County Sheriff, County Fire Chief, a municipal fire chief (selected by the local fire chiefs in the San Luis Obispo County Operational Area), a chief of police (selected by the local police chiefs in the San Luis Obispo County Operational Area), and the County Public Health Officer or his or her designee. The Approval Authority is required to develop and approve specific uses for the grant funds awarded.

The members of the Approval Authority for the San Luis Obispo County Operational Area for this grant were:

- Sheriff Ian Parkinson, San Luis Obispo County Sheriff's Office
- Then Chief Rob Lewin, CAL FIRE/County Fire Department
- Chief Ken Johnson, Paso Robles Emergency Services/Fire Department
- Chief Steven Annabali Arroyo Grande Police Department
- Dr. Penny Borenstein, San Luis Obispo County Health Officer

The Approval Authority worked with County OES on development of a list of projects and related items to be purchased. The resulting specific uses for the grant are shown below.

Since this grant acceptance request is being made on behalf of the San Luis Obispo County Operational Area, some of the purchased items and funds for training may be passed through for use by cities or special districts within San Luis Obispo County.

Below are the specific uses for the grant.

#### Grant Reference: Project A

\$96,853 for County Fire for the purchase of 80 sets of ballistic personal protective equipment for local fire department personnel throughout the county/Operational Area. The sets will include helmets, goggles, and vests to be used for specific events where fire and/or medical response is needed in an area where there is a threat from an active shooter or terrorism incident. A limited number of the ballistic PPE will be made available to each fire agency in the county. They are not to be used on a routine basis, but are intended to be available when needed.

#### Grant Reference: Project B

\$30,000 that will be used for development of a Local Hazard Mitigation Plan for the Cambria area; the requested funding will be used by County Fire to hire a consultant to develop a plan to identify strategies to reduce the risks from natural and/or technological hazards in the community of Cambria. A small amount of staff overtime to assist with the development of the project is included.

#### Grant Reference: Project C

\$107,308 is requested for County Fire, for the purchase of multiband radios for fire battalion chiefs and law enforcement officers. The radios will allow fire personnel to communicate with all agencies at emergency incidents. The request is for 14 all band radios with chargers, cables, holsters and other radio accessories.

Grant Reference: Project D

\$12,000 is requested for County Public Health, which maintains a cache of emergency medical supplies to be used in the event that a chemical exposure spill affects the public. Public Health proposes to develop a training video to train responders in the protocols to request, obtain and use the related emergency cache of medical supplies.

Grant Reference: Project E

\$28,000 for County Fire; this is to continue the next phase of the School Incident Planning GIS Data project. This is the second phase of the project to collect and create data that will aid in preplanning strategies in the event of an active shooter or large emergency event at any of the public schools countywide. This project is intended to assist San Luis Obispo County first responders and law enforcement teams to have facility layout information for immediate use during response to such incidents. County Fire is doing the GIS work while working with other agencies that include the Sheriff's Office, which will take responsibility for the data after completion of the project.

Grant Reference: Project F

\$60,608, for the Sheriff's Office to purchase multiband radios for interagency communications. These radios will allow chief officers to communicate with all responding agencies at emergency incidents. The request is for eight all band radios with chargers, cables, holsters and other radio accessories.

Grant Reference: Project G

Funded Amount \$17,619 for grant management and administration. These funds will help offset County OES costs of administering the grant.

In circumstances where a proposed project is not feasible to procure or the actual cost of projects is less than that identified in the grant, a request may be made to Cal OES or FEMA to purchase an alternate item or project.

**OTHER AGENCY INVOLVEMENT/IMPACT**

The Fire Chiefs Association of San Luis Obispo County, the Criminal Justice Administrators' Association, the Sheriff's Office, CAL FIRE/County Fire, and Public Health worked together to determine how the grant funding would be most efficiently used. Grant administration and coordination with and between the various agencies is provided by County OES. County OES works directly with Cal OES on behalf of all local agencies for the grant related issues. County Counsel assisted with reviewing and approving as to form and legal effect the grant required "Standard Assurances for All Cal OES Federal Grant Programs" document that was previously submitted to Cal OES.

On an administrative note related to grant requirements, a set portion of these funds are required to be used for law enforcement purposes. For internal future reference, as can be inferred with the description of Project E it is a law enforcement project. However, County Fire GIS will be used to develop the work product for the project; thus instead of putting the funds directly into the Sheriff's budget and later doing an internal budget transfer to County Fire for developing the project, for administrative efficiency the funds will be put into the County Fire budget. For grant requirement and management reasons we are thus noting here that Project E is a law enforcement project.

**FINANCIAL CONSIDERATIONS**

These funds are provided to pay the full cost of the requested items although certain administrative costs will be incurred by the involved departments. These costs will be absorbed within existing budgeted department funds. This grant does require the County and any other involved local agencies to expend funds upfront and then be reimbursed through the grant process. As noted earlier, requests for budget adjustments and fixed asset additions are included with this request. Part of this request is asking your Board to authorize the related Budget Adjustment Requests which are:

No additional General Fund support monies are being requested with this Board agenda item. These include:

- \$262,161 for County Fire the projects noted above in this request (shown as Grant Reference Projects A, B, C and E).

- \$12,000 for Public Health for Project D;
- \$60,608 for the Sheriff's Office for Project F;
- \$17,619 for County OES to offset costs related to grant maintenance and administration.

No additional General Fund support monies are being requested with this Board agenda item. These include:

This is a multi-year grant and funds authorized for its purpose in the current 2015-16 budget will carry over to future years.

## **RESULTS**

The equipment and planning provided through HSGP funding for the projects identified will enhance local emergency response and preparedness capabilities associated with potential homeland security incidents as well as other types of emergencies. The enhanced response and preparedness capability increases public protection and is consistent with the countywide goal of a safe community.